

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice PS-346

For: State and County Offices

APSS Software in County Release No. 430

Processing 2nd Dairy Market Loss Assistance (DMLA-II) Program "Batch" Payments

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

Notice LD-490 provided policy and procedure for the 2000 DMLA-II Program.

County Release No. 428 provided software for processing "new" DMLA-II applications and payments.

Automation instructions for processing "new" DMLA-II applications and payments were provided in:

- Notice PS-340
- Notice PS-343.

Information Bulletin No. 1845 provided instructions for transmitting all DMLA application data (DMLA-I and "new" DMLA-II data) to the KCMO mainframe.

County Release No. 430 provides software for processing DMLA-II Program "batch" payments at the County Office.

Important: After installation of County Release No. 430, use of option "4", "Canceling DMLA-II Payables" on Menu PMA000, according to subparagraph 2 B, will be applicable to DMLA-II batch payments only.

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Disposal Date	Distribution
April 1, 2001	State Offices; State Offices relay to County Offices

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1 Overview (Continued)

B

Purpose

This notice provides automation instructions for:

- flagging **refused** DMLA-II payments **before** processing "batch" payments
- printing DMLA **Pre-Payment** Statements
- issuing DMLA-II Program "batch" payments and printing DMLA Payment Statements
- printing "**stored**" DMLA-II Payment Statements after payments have been issued
- printing the County Office's DMLA Summary Report after payments have been issued.

Important: County Offices **cannot** process DMLA-II "batch" payments until the **new supplemental payment rate** table is broadcast to, and received by, County Offices.

2 Accessing DMLA Processing Menu

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Accessing DMLA Processing Menu County Offices shall take the following actions to access the DMLA Processing Menu PMA000.

Step	Action	Result
1	On Application Selection Menu FAX07001: <ul style="list-style-type: none"> ENTER "13", "Price Support" PRESS "Enter". 	Price Support Main Menu PCA005 will be displayed.
2	On Menu PCA005: <ul style="list-style-type: none"> ENTER "10", "Perform Special Functions" PRESS "Enter". 	Special Price Support Functions Processing Menu PCA000 will be displayed.
3	On Menu PCA000: <ul style="list-style-type: none"> ENTER "2", "Perform Dairy Market Loss Assistance (DMLA) Processing Functions" PRESS "Enter". 	DMLA Processing Menu PMA000 will be displayed.

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2 Accessing DMLA Processing Menu (Continued)

B DMLA Processing Menu PMA000

This is an example of DMLA Processing Menu PMA000.

COMMAND	PMA000
Dairy Market Loss Assistance Program - PROCESSING MENU	

1. Entering DMLA-II Application Data and Issuing Payment (New Only)	
* 2. Reserved	
3. Issuing DMLA-II Batch Payments	
4. Canceling DMLA-II Payables	
*5. Recording DMLA-II Overpayments/Underpayments	
*6. Reserved	
7. Print Stored DMLA Payment Data	
8. Issue Canceled/Failed DMLA-II Payments	
9. Flag Refused Payments	
21. Return To Application Selection Menu	
22. Return to Office Selection Menu	
23. Return to Primary Selection Menu	
24. Sign Off	
Enter option and press the "Enter" key	
Cmd3=Previous Menu	

Installation of County Release No. 430 activates option:

- "3" for Issuing DMLA-II "batch" payments
- "8" for Issuing Canceled/Failed DMLA-II payments
- "9" for flagging Refused Payments.

Important: After installing County Release No. 430, County Offices **cannot** complete transactions using option "1".

3 Flagging Individuals for Refused DMLA-II "Batch" Payment

A

Flagging Refused Payments

Important: **Refused** payments **must** be flagged according to this paragraph **before** the DMLA-II batch payments process is initiated according to paragraph 4.

DMLA-II applications can be flagged for **refused** payment for 1 or more "multiple producers".

To flag refused payments, ENTER "9", "Flag Refused Payments", and PRESS "Enter" on DMLA Menu PMA000. This sequence will occur:

- self-explanatory Screens PMA31000, PMA31500, and PMA31010 will be displayed, in that order, and allow the user to identify the DMLA application number and the contact producer for which a **refused** payment is to be flagged
- Screen PMA90000 will be displayed and:
 - list all producers on the selected application with the refused payment flag defaulted to "N"
 - allow the user to ENTER "Y" after name of producers for refused payments.

After entries are completed on Screen PMA90000, PRESS "Enter":

- flagged payments will be refused when payments are processed
 - DMLA Processing Menu PMA000 will be re-displayed.
-

4 Processing DMLA-II Batch Payments

A

Initiating Batch Payments

To process DMLA-II batch payments, ENTER "3", "Issuing DMLA-II batch Payments" on Menu PMA000, and PRESS "Enter". Screen PMA50500 will be displayed and allow for processing these DMLA-II functions:

- printing pre-payment summary reports
- issuing payments in batches
- issuing payments with Setoffs
- issuing payments with Assignments.

This is an example of Screen PMA50500.

DMLA PAYMENTS	077-MARTINDALE	PMA50500
DAIRY MARKET LOSS ASSISTANCE	Version: AA55 01-01-00 14:06 Term C5	

Dairy Market Loss Assistance Payment Process for Payment Year: 2000

Do you wish to print the DMLA **Pre-Payment** Summary Report? (Y or N) . .

Do you wish to issue DMLA **Payments** as a batch process? (Y or N) ##### . .

Do you wish to issue DMLA **Payments** with Setoffs? (Y or N) ##### . .

Do you wish to issue DMLA **Payments** with Assignments? (Y or N) ##### . .

Caution: "To flag refused payment return to PMA000 and take option 9."
 Press "Enter" To Continue Cmd7=End of Job

These are required entries.

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4 Processing DMLA-II Batch Payments (Continued)

B

Screen

Process DMLA-II batch payments according to the instructions in this table.

PMA50500

Entries

Question	Action When the Entry Is...
Do you wish to print DMLA Pre-Payment Summary Report?	<ul style="list-style-type: none"> • "Y", print the Pre-Payment Summary Report • "N", do not print the Pre-Payment Summary Report.
Do you wish to issue DMLA Payments as a batch process?	<ul style="list-style-type: none"> • "Y", process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each "multiple producer" ID # • 1 DMLA Payment Statement for each application • "N", issue no DMLA payments.
Do you wish to issue DMLA Payments with Setoffs?	<ul style="list-style-type: none"> • "Y", process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each multiple producer ID # • setoff(s) as applicable • 1 DMLA Payment Statement for each application • "N", do not issue payments for DMLA applications with Setoffs.
Do you wish to issue DMLA Payments with Assignments?	<ul style="list-style-type: none"> • "Y", process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each multiple producer ID # • assignment(s) and joint payments as applicable • 1 DMLA Payment Statement for each application. • "N", do not issue payments for DMLA applications with Assignments and joint payments.
Note: "Y" answers to multiple questions at 1 time could result in very lengthy processing time .	

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4 Processing DMLA-II Batch Payments (Continued)

C

Batch Sequence

According to the selections made according to subparagraph A, DMLA-II:

- Pre-Payment Statements shall:
 - facilitate reviewing calculations before batch payments issue
 - list all payments on 1 document
- payments and Payment Statements shall be processed automatically:
 - as CCC-184's and EFT's, as applicable
 - as any combination of CCC-184's and EFT's
 - except when producers are flagged for refused payment.

D

Batch Payment Formula

For DMLA-I payment recipients and for "new" DMLA-II applicants, each DMLA-II payment in the batch is system-calculated and applied according to this table.

Step	NITC Action
1	<p>All DMLA-I data and all "new" DMLA-II data is confirmed resident on the mainframe before the supplemental DMLA-II batch payment rate calculation occurs according to these steps:</p> <ul style="list-style-type: none"> • \$100,000 Reserve is subtracted from appropriated Allocation for DMLA-II • total CWT of "new" DMLA-II application data is stored • total payout for "new" DMLA-II applications is subtracted from result of Allocation minus Reserve • CWT of "new" DMLA-II application data is added to total CWT of DMLA-I application data as adjusted for overpayments/underpayments • total CWT is divided into remaining available funds to determine the supplemental DMLA-II batch payment rate • DMLA-II batch payments are issued using computed supplemental DMLA-II batch payment rate.
2	As applicable, calculation is limited to maximum 26,000 CWT.
3	As applicable, DMLA-II batch payments are allocated to the shares.

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4 Processing DMLA-II Batch Payments (Continued)

E

Pre-Payment Summary Reports

To print a **DMLA-II** Pre-Payment Summary Report:

- ENTER "Y" to the applicable question on Screen PMA50500, according to subparagraphs A and B, and PRESS "Enter". Screen PMA9700 will be displayed
- on Screen PMA97000, enter the:
 - printer ID to be used
 - number of copies to be printed.

After entries have been completed on Screen PMA97000, PRESS "Enter". Informational Screen PME00005 will be displayed as shown in this example.

077-MARTINDALE	PME00005
DAIRY MARKET LOSS ASSISTANCE SCREEN	Version: AB55 01-01-00 14:10 Term C5
PY 00	
DAIRY MARKET LOSS ASSISTANCE	
Printing DMLA-II Pre-Payment Summary report.	

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4 Processing DMLA-II Batch Payments (Continued)

F Issuing Batch Payments and Payment Statements

When users select to issue **DMLA-II** batch payments according to subparagraph B, this sequence will occur:

- Informational Screen PME00005 will be displayed with the message, "payments are processing"
- Screen PMA97000 will be displayed and allow the user to enter:
 - printer ID to be used to print **DMLA-II** Payment Statements
 - number of copies of each Payment Statement to print.

After entries have been completed on Screen PMA97000, PRESS "Enter". Screen PCE99910 will be displayed as shown in this example.

077-MARTINDALE	PCE99910
DMLA Payment Statement	Version: AB55 01-01-00 14:10 Term C5
PY00 DMLA-II # MULTI	
DAIRY MARKET LOSS ASSISTANCE (DMLA-II)	
DMLA-II PAYMENT STATEMENT should now be printing on P. .	
Do you want to reprint this form? (Y or N) . .	
Press "Enter" To Continue	

The **DMLA-II** batch payment process, as applicable, will:

- issue 1 payment to the applicable operation ID number
- issue 1 payment to each "multiple producer" ID number
- print 1 **DMLA-II** Payment Statement for each application.

Note: See subparagraph 5 B for an example of the DMLA Payment Statement .

When the batch payment process is completed, Menu PMA000 is redisplayed.

5 Printing Stored DMLA Payment Statements

A

Stored Payment Data

At any time **after DMLA-I or DMLA-II** payments have been issued, County Offices can print stored DMLA Payment Statements.

To print stored DMLA Payment Statements, ENTER "7", "Print Stored DMLA Payment Data", on Menu PMA000, and PRESS "Enter". Screen PMA01500 will be displayed.

On Screen PMA01500, enter application number to be printed, and PRESS "Enter". Screen PMA97000 will be displayed.

On Screen PMA97000:

- enter the printer ID to be used
- enter the number of copies requested
- PRESS "Enter". Screen PCE99910 will be displayed with the question, "Do you want to reprint this form? (Y or N)".

Note: Option "7" will print DMLA-I and DMLA-II Payment Statements if payments have been issued.

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5 Printing Stored DMLA Payment Statements (Continued)

B Payment Statement

This is an example of the DMLA Payment Statement.

U. S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation DMLA Payment Statement			
Name & Address of Contact	Program	St. & Co. Codes	
BILL COW RR 1 BOX 74 SOMETOWN, ZZ 33333-3333	DMLA	28-083	
<p>This Dairy Market Loss Assistance program information will be uploaded to KCMO for payment rate calculation, per hundredweight, according to the information provided on form FSA-1040 filed by the producer(s) shown below.</p>			
Name of Dairy Operation: Robert's Moo Cows			
DMLA Number:	00001		
Payment Year:	2000		
Transaction Date:	01-01-00		
<u>Year</u>	<u>Allowable Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
1997 or 1998	26,000 cwt	x.xxxxxxx	xxxxxx.xx
PRODUCER	ID NUMBER	SHARE	DMLA AMOUNT
BILL COW	222 22 2222	45 %	xxxx.xx
MIKE HART	777 77 7777	55 %	xxxx.xx
		DATE:	NAME & ADDRESS OF COUNTY FSA OFFICE
			Martindale County FSA Office
			Box 66, RD # 1
			Martindale, ZZ 99992-9987
<p>This program or activity will be conducted on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, marital status, or disability.</p>			

After the payment statement has printed, DMLA Processing Menu PMA000 will be redisplayed.

6 Reissuing Canceled or Failed DMLA-II Batch Payments

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Reissuing DMLA-II Batch Payments

To reissue canceled or failed DMLA-II batch payments, ENTER "8", "Issue Canceled/Failed DMLA Payments", and press "Enter" on DMLA Processing Menu PMA000. Screen PMA31000 will be displayed.

On Screen PMA31000:

- enter the number of DMLA-II to be reissued in the "DMLA Number" field
- after the applicable entry is made, PRESS "Enter". Screen PMA31010 will be displayed and allow for producer identification.

After the correct producer is identified on Screen PMA31010, PRESS "Enter". Screen PMA97000 will be displayed.

This is an example of Screen PMA97000.

077-MARTINDALE		PMA97000	
DMLA - PRINTER ID SELECTION		Version: AB55 05-26-99 14:10 Term C5	
TONY JONES		PY 99 DMLA # 23	
DAIRY MARKET LOSS ASSISTANCE PROGRAM			
DMLA procedure to print forms and reports has started.			
Enter the printer ID to be used:	. . (P1, P2, etc.)		
Enter the number of copies to print:	. . (Maximum is 99)		
Note: These entries will apply to all transaction generated forms printed by DMLA at this point.			
Press "Enter" To Continue			

On Screen PMA97000, PRESS "Enter" to continue. DMLA-II:

- Payment Statement will be printed
 - payment will process through Accounting software.
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7 Recording DMLA-II Overpayment/Underpayments

**A
DMLA-II
Corrections**

A **future** release will provide APSS software for processing DMLA-II overpayments/underpayments.
